

## GENERAL INFORMATION

### I. POSTGRADUATE CENTERS

The list below gives location of some suggested centers. Conferences may be held in designated cities as the registrants determine to be most desirable and convenient.

#### STOCKTON

San Joaquin, Stanislaus, Calaveras, Tuolumne.

#### FRESNO

Fresno, Merced, Tulare, Kings.

#### RIVERSIDE, SAN BERNARDINO

San Bernardino, Riverside, Orange.

#### SAN DIEGO

San Diego, Imperial.

#### SANTA BARBARA

Santa Barbara, San Luis Obispo, Ventura, Kern.

#### SAN JOSE

Santa Clara, Santa Cruz, Monterey, San Benito.

#### SANTA ROSA

Sonoma, Napa, Marin, Lake, Mendocino.

#### SACRAMENTO

Sacramento, Yolo-Colusa-Glenn, Yuba-Sutter, Placer.

#### NORTHERN CALIFORNIA

Because of extensive distances requiring extraordinary time in traveling on the part of clinicians, the committee contemplates forming teams of clinicians that will conduct a series of conferences in key centers in Northern California.

mittees. He will then submit to the local conference chairman a list of clinicians available for the courses selected. The Local Committee will immediately determine upon the name of the clinician and an alternate, and so notify the State Secretary.

The State Secretary will then invite the clinician and obtain from him the nature of the clinical material desired. Upon receipt of acceptance from the clinician, the Secretary will forward his name and other pertinent information to the Chairman of the Local Postgraduate Committee. The Local Chairman will then be responsible for all detail arrangements, and also responsible for making the clinical material available to the speaker, and will assume charge of the conference.

#### 5. Program

(a) Ample predetermined time shall be allotted to the clinician for presentation of his subject.

(b) The program must be carried out as announced. There should be no change in time assigned to each clinician.

(c) There is to be no discussion. Questions may be asked. In small groups, round table discussions may be desirable.

(d) No "wet" clinics are permitted.

(e) Due announcement with a copy of the program of each conference shall be given to members of each district.

(f) In making up programs, the various aspects of single subjects or allied subjects are desired. Experience has proved that no more than three subjects tend to successful conferences. If more subjects are desired, additional meetings or conferences should be arranged.

### II. APPLICATION FOR SESSIONS

In applying for and conducting Postgraduate Conferences, the following rules and regulations must be complied with.

1. Each County Society will appoint a Postgraduate Committee. This Committee should be carefully selected and the Chairman should be appointed for a period of five years. Members of this Committee should be men who are interested in Postgraduate education and are willing to take an active part.

2. This Committee will meet and determine:

- (a) Place for holding Conference.
- (b) Number of Conferences to be held.
- (c) Date and opening hour of each Conference.
- (d) List of subjects desired for each Conference.

3. An application will be filled out with this information and sent to the Secretary of the California Medical Association not later than six weeks before proposed date of Conference. (This is necessary, so that conflicts of various Conferences shall not occur.)

4. Upon receipt of the application the Secretary will assign dates for conferences in conformance, as near as possible, with the wishes of the local com-

### III. POSTGRADUATE CONFERENCES: RECOMMENDATIONS TO CLINICIANS

These courses have been prepared and selected by the Committee on Postgraduate Activities, and clinicians must follow the outlined courses which have as their purpose the presentation of fundamental and underlying principles in each subject and their *practical* modern application.

1. It should be remembered that your audience is composed of *graduate* practicing physicians. Undergraduate phases of any subject should be eliminated, unless recent developments have established new, accepted principles and concepts.

2. The presentation shall be clinical and not didactic. Formal papers shall not be read.

3. Presentation of subjects shall be made by illustrations, lantern slides, specimens, and clinical cases whenever possible.

4. Clinic patients will be made available. Clinicians are urged to contact in advance the local committee and inform its members as to the type and number of patients desired, what history and laboratory findings are desired, and what other material will be required. Arrangements should be made to see patients *before* the time scheduled for presentation.

5. Practical application of diagnosis and treatment should be demonstrated on the patient or described by means of slides, drawings, apparatus, or outlines of therapy, diet, and care.

6. Whenever possible, conferences will be conducted in local hospitals, where clinical facilities will be made available.

7. Discussion of presentations will consist of questions and answers.

8. Avoid intricate theorization. If indicated, give reference to the literature for personal study of theory. Emphasis to underlying fundamentals and practical application should characterize each presentation.

9. Clinicians will be reimbursed for their travel and hotel expenses. Upon approval, they will be reimbursed upon submission of their expense account to the Secretary of the California Medical Association.

#### IV. CLINICAL INSTRUCTORS

The faculties of the University of California, Stanford, University of Southern California, and the College of Medical Evangelists will coöperate with the California Medical Association by making available members of the faculties for participation in and carrying on these conferences.

The Committee on Postgraduate Conferences will recommend upon request, at any time, members of the California Medical Association specially trained in the various subjects to be given at these conferences.

The California Tuberculosis Association, the California Heart Association and the Pneumonia Control Committee of the California Medical Association, upon request, will recommend members of their organizations for talks and presentations of subjects in tuberculosis and heart disease.